

Board of Selectmen's Minutes
February 1, 2007
Harpswell Town Office
Approved February 8, 2007

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Selectmen Present: Amy R. Haible, J. Katherine Chatterjee and Chairman Samuel W. Alexander

Staff Present: Kristi K. Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator and Jay Chace, Town Planner

Call to Order and Pledge of Allegiance: The meeting was called to order by Chairman Alexander at 6:30 p.m. with the Pledge of Allegiance. The meeting was videotaped and broadcast live on Harpswell Community Television.

1. Adoption of the Agenda: Chairman Alexander moved, seconded by Selectman Haible to adopt the agenda as printed; motion passed 3-0.

2. Town Administrator's Report: Administrator Eiane announced that she testified before the Taxation Committee today in Augusta regarding LD-82, a resolve to create a study commission to evaluate county tax structure. Currently the county tax is based on municipal valuation exclusively and those in favor of the bill believe there should be other components such as per capita or median income. One important point stressed to the Taxation Committee is that over 50% of the county budget funds county jail operations. Cumberland County made this issue their top priority to seek more assistance from the State which is currently 5%. Administrator Eiane reminded the public that the Town has five unknown owner parcels up for sale with a February 22 deadline for bid submission. Anyone interested must submit at least the minimum bid and use the proper forms supplied by the Town. More information is available at the Town Office or on the Town's website.

3. Selectmen's Announcements: Chairman Alexander announced the Board received a letter from Senate President Beth Edmonds in follow up of the Board's meeting with her regarding the proposed legislation to address the inequity of school funding as it relates to school capital projects. Senator Edmonds stated that her assistant, Deb Freeman, is working on the language and would contact the Town when it is available. Selectman Haible extended an invitation for anyone to contact her to schedule a Saturday morning coffee meeting to review any concerns, questions or ideas.

4. Old Business: There was no old business discussed.

5. Consider Amendment to Fixed Asset Policy: Administrator Eiane explained the amendment is to add 'infrastructure (example: roads)' with a life of 50 years to the Schedule of Suggested Useful Lives in the Fixed Asset Policy. Chairman Alexander moved, seconded by Selectman Chatterjee to adopt the revised Fixed Asset Policy; motion passed 3-0.

6. Set Public Hearing Date for Military Redevelopment Zone: Administrator Eiane requested the Board add the Military Redevelopment Zone to the February 15 (at 7:00 p.m.) public hearing schedule. The Town has taken preliminary steps to put in a placeholder for this type of zone at Mitchell Field if it is the wish of the Town at some point. Currently there is no specific economic development proposal tied to this but it is important to reserve land for this if there is some business that wants to take advantage of the state tax incentives. Chairman Alexander moved, seconded by Selectman Haible to set February 15 at 7:00 p.m. as a public hearing on this issue; motion passed 3-0. There was a discussion regarding the required timeline for notices and hearings if the Board were to consider adding a proposed amendment to the Tower Ordinance. Chairman Alexander moved, seconded by Selectman Chatterjee to place a Tower Ordinance amendment to the February 15 public hearing; motion passed 3-0.

7. Consider Budgetary Items for Town Meeting: Selectman Chatterjee reviewed that last week the Board approved several budget items and tabled a few for discussion tonight. Selectman Chatterjee moved, seconded by Selectman Haible to approve the following general government budget amounts: administration & registrar \$267,537; planning office \$71,794; employee benefits \$285,539; risk management \$54,176; and memberships \$15,493; motion passed 3-0. Selectman Chatterjee moved, seconded by Chairman Alexander to approve the following capital budget amounts: fire departments \$75,000; OBI brush truck \$135,000; reserves \$48,000 (\$12,000 dry hydrants, \$5,000 HCBC digital converter, \$4,000 boat and motor, \$3,000 voting machines, \$12,000 vehicle, \$2,500 computer server, \$1,500 copier, \$8,000 generator); motion passed 3-0. Administrator Eiane briefly described each of the proposed special project items. Selectman Chatterjee moved, seconded by Selectman Haible to approve the special project items in the amount of \$95,000; motion passed 3-0. The Board agreed that each of the special project items should be listed separately in the warrant. Administrator Eiane explained she may have some options to present to the Board next week regarding a potential budget item for a lobbyist. There was a discussion regarding the proposed additional coverage for emergency volunteers. This coverage would offer protection to the volunteers where not currently covered, for example, travel to and from calls. The Board agreed this item should be a separate warrant article. Selectman Chatterjee amended her previous motion to approve the risk management amount under general government from \$54,176 to \$49,676, seconded by Chairman Alexander; motion passed 3-0. Selectman Chatterjee moved, seconded by Chairman Alexander to approve the insurance for fire and rescue volunteers in the amount of \$4,500; motion passed 3-0. The Board agreed to wait and discuss the warrant article language for the dedicated account for the fire department capital plan until next week. Alan Shaver arranged to show the Board the Fire Department's power point presentation on Tuesday morning.

8. Consider Land Use Ordinance Amendments for Town Meeting: Jay Chace, Town Planner, reviewed 21 proposed ordinance amendments. The Board acted on proposals as indicated on the attached '2007 Checklist of Proposed Land Use Ordinance Amendments' dated 1/31/07.

9. Consider Cook's Lobster House Renewal License for Malt, Spirituous, Vinous: Administrator Eiane recommended approval of the renewal liquor license for Cook's Lobster House as there are no known code violations or complaints from the Sheriff's Department. Selectman Chatterjee moved, seconded by Selectman Haible to approve the license; motion passed 3-0.

10. Consider Extending Deadline for Return of Mitchell Field Planning Process RFP to Tuesday, February 20, 4:00 p.m.: Administrator Eiane explained that the original due date of February 19 is a holiday and recommended extending the deadline to Tuesday, February 20. Chairman Alexander moved, seconded by Selectman Haible to grant the extension; motion passed 3-0.

11. Authorization of the Warrant: Kristi Eiane, Town Administrator recommended approval of Warrant 6 and Payroll Warrant 6. Chairman Alexander moved, seconded by Selectman Haible to approve Warrant 6 in the amount of \$4,146.48; motion passed 3-0. Chairman Alexander moved, seconded by Selectman Haible to approve Payroll Warrant 6 in the amount of \$13,153.18; motion passed 3-0.

12. Approval of the Minutes: Selectman Chatterjee moved, seconded by Chairman Alexander to approve the January 25, 2007 minutes as printed; motion passed 3-0.

13. Public Comment: There were no public comments.

14. Adjournment: Selectman Chatterjee moved, seconded by Chairman Alexander to adjourn. The meeting was adjourned by unanimous vote at 8:05 p.m.

Respectfully Submitted,

Terri-Lynn Sawyer

Attachments: 2007 Checklist of Proposed Land Use Ordinance Amendments dated 1/31/07